

The Wren School

2019/20 Job Description for Science subject leader

Subject Leader

Job Title	Subject Leader of Science
Report to	Designated member of the School Leadership Team (SLT)
Job Purpose	<p>The Leader of Science will:</p> <ul style="list-style-type: none">• raise standards of student achievement within Science subjects;• carry out the professional duties of a classroom teacher as set out in the current STPCD.

Salary/pay grade Competitive

Specific responsibilities of the post:

Curriculum

- To work with other members of staff and Excalibur Academies Trust (EAT) to continue to develop a high quality science curriculum offer for each of our students:
 - In line with the whole school KS3 thematic curriculum, to ensure that the science curriculum provides an appropriate basis of knowledge and skills to prepare students appropriately for further study;
 - To oversee the development of our KS4 curriculum offer in science subjects that enables students to meet or exceed their aim high targets, leading on history and philosophy & ethics.
 - To oversee the development of a KS5 curriculum offer in science subjects, leading on history and philosophy & ethics, to meet the needs of our students.
- To evaluate the delivery of the science curriculum and ensure that it provides an effective framework for continuity of student learning and progress.
- To keep up-to-date with national developments in curriculum design and pedagogy.

Teaching and Learning

- To use action research techniques to develop innovative approaches to teaching and learning in science.
- To work with other members of staff and EAT to monitor the quality of teaching and learning in science.
- To create a positive climate for learning in the classroom through high quality planning and delivery of lessons.

Assessment and Recording

- To ensure that assessment of student progress in each of the science classes is accurate and informs future learning.
- To monitor student progress including at sub-group level, for example able, gifted & talented, SEN/D and those for whom the school is in receipt of pupil premium funding.
- To provide diagnostic, formative and summative assessment information to students, parents and other school leaders as appropriate and required.

Student personal development and well-being

- To promote high standards of behaviour so that effective learning can take place.
- To ensure that the school follows the national policy on safeguarding and thus ensures that students are healthy and safe at school.
- To promote good attendance, punctuality and a high standard of school uniform.
- To contribute to the personal development of students through the planning and delivery of extra-curricular activities.

Management of Staff

- To be responsible for line managing staff within science.
- To undertake formal duties as requested by the headteacher within the school's appraisal policy, thus providing recommendations to the headteacher for progress on main and upper pay scale.
- To support the headteacher in the recruitment, induction and training of staff.
- To identify continuing professional development needs within the department.
- To ensure that teaching assistants and support staff are employed effectively within science.
- To support new staff in science in line with the school's policy on staff induction and mentoring.

Management of Resources

- To deploy departmental resources efficiently, in order to ensure maximum impact on standards of student achievement.
- To advise school leaders about departmental facilities and accommodation.
- To advise the School Business Manager of the maintenance requirements of the department.

Relationships with key stakeholders

- To foster positive relationships throughout the school community.
- To assist the governing body as required in the exercising of its functions, including writing reports and attending meetings where relevant, in relation to the work of science.
- To develop effective relationships with parents which focus on students' learning and progress.
- To develop positive relationships with the local community, including employers and outside agencies.

Other duties

- To undertake any further duties as outlined by the headteacher provided that they are reasonable and appropriate.